

**Cook Road Water District
Regular Meeting
MINUTES**

Thursday, October 23, 2025, 5:30 p.m.

At the Office of Cathey Consulting, 400 South Gillette Ave., Suite 106, Gillette, Wyoming
Revised 11/19/25

BOARD MEMBERS PRESENT: Mike Fuller, Denise Nannemann, Miles Williams
BOARD MEMBERS APPROVED ABSENT: Eric Powers, Angela Williams
OTHERS PRESENT: Helenanne Cathey

Miles Williams called the meeting to order at 5:30 p.m.

I. Customer Requests / Public Comment –

- a. E-mail from Water Guy – Account 2804.01 (Martin Bradley & Anita Clarke) – 7751 Redrock Road – Request for waiver of \$15 late fee. Mike Fuller moved to deny the waiver of the late fee. Denise Nannemann seconded. Motion carried unanimously.

II. Water System Update – The water system billing, meter readings, delinquent and shut off accounts, and general water system information were reviewed.

III. Minutes Approval / Treasurer’s Report / Bills – Financial reports and minutes were reviewed. Mike Fuller moved to approve the minutes for the regular meeting on September 25, 2025, accept the treasurer’s report, and approve and pay the bills as presented. Miles Williams seconded. There was discussion on the repair bills from ProElectric and Water Guy. Motion carried unanimously.

Sinking Fund Balance Forward:	\$282,932.60
09/30/25 Interest \$244.28	
Sinking Fund Ending Balance:	\$283,176.88

Capital Expenditures Balance Forward:	\$39,672.61
09/30/25 Interest \$32.62	
Capital Expenditures Ending Balance:	\$39,705.23

Checking Account Balance Forward:	\$79,450.50
Deposits 9/1-9/25/25: \$4,422.45	
Adjusted Balance Forward:	\$83,872.95
9/26-9/30/25 Deposits–Water \$769.74	
09/30/25 Interest \$34.68	
Checking Account / QuickBooks Balance 9/30/25:	\$84,677.37
10/05/25 Xpress Bill Pay Dep. \$5,498.75	
Checking Account / QuickBooks Balance Prior to bills:	\$90,176.12

Bills Paid at Meeting:

<u>Ck#</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AUTO	City of Gillette	Inv. 2146532 September Regional water 0 gallons	\$570.00
AUTO	Powder River Energy	Electricity – 9/1-10/1/1/25	\$1,210.41
1478	Cathey Consulting, LLC	Inv. 3074 – Sept. admin./books/compl. \$720.00	\$1,539.70
		Inv. 8344 – Director election mailing \$819.70	
1479	Hawkins, Inc.	Inv. 7226272 – Chlorine	\$20.00
1480	Postmaster	Annual post office box renewal fee	\$188.00
1481	ProElectric, Inc.	Inv. 2025-755 – Repair transformer jumper	\$1,150.42
1482	Water Guy	Inv. 2025-1085 Sept. water operator/meters/ billing \$2,079.70	\$2,267.20
		Inv. 2025-1203 – Well tripping out / call ProElectric \$187.50	

1483 Wyo. Water Development Com. Loan 0901054 payment # 13 \$30,725.74 \$55,009.71
 Loan 9404123 payment # 26 \$24,283.97
TOTAL BILLS PAID: \$61,955.44
 Bills paid by credit on account:
 CBH Co-Op – \$0 monthly payment for the next year (May, 2025). \$50 for LP Rental /
 \$1,830.79 credit balance.

Checking Account Balance End of Meeting \$28,220.68*
 *Checking account balance does not include Water Guy deposits since the end of the prior month.

V. Unfinished Business

- a. Director Election November 4, 2025 (Nannemann, M. Williams, E. Powers) – Ballots have been mailed. Ballots will be canvassed by Helenanne Cathey, Mike Fuller and Angela Williams within 7 days of the election.
- b. Update District map / enlargement – Helenanne Cathey will go through the properties to make a list of who was added on to the water system since the map was last done. The District needs to update the mapping and description for the District with the Department of Revenue and update the map for the State Engineer. Mike Fuller moved to pay Helenanne Cathey to go through and find the taps that were added since the last map was done. Denise Nannemann seconded. Motion carried unanimously.

VI. New Business

- a. PFAS testing – Water Guy and Wyoming Association of Rural Water Systems sent letters regarding a program that will provide free initial PFAS testing. The Board asked Helenanne Cathey to e-mail Water Guy to tell them to sign Cook Road Water District up for the free testing.
- b. Cook Road Water District is a landowner in the District and can vote in the Director Election. The Board consensus is to not submit a vote on behalf of the District in this director election.

VII. Adjourn

Mike Fuller moved to adjourn the meeting. Denise Nannemann seconded. The meeting was adjourned at 5:40 p.m.

A reminder to landowners – **when the red light is flashing at the top of the water tank, turn off your outdoor watering until the light is off!**

Next Regular Meeting: Wednesday, November 19, 2025, 5:30 p.m. at the office of Cathey Consulting.

2025 Meetings:

*Wed., Nov. 19, 2025, 5:30 p.m. * / Wed., Dec. 17, 2025, 5:30 p.m. **

**November and December meetings rescheduled due to Thanksgiving and Christmas holidays.*

MEETINGS: BOARD MEETINGS ARE NORMALLY HELD THE FOURTH THURSDAY OF EACH MONTH AT 5:30 P.M. AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE (K² TECHNOLOGIES BUILDING – ENTRANCE IS ON 4TH STREET).

Respectfully submitted,
 Helenanne Cathey, Assistant to the Board

		
Signature	Signature	Signature
		
Printed Name	Printed Name	Printed Name
		
Date	Date	Date

Angela Williams, Chairman / Eric Powers, Vice-Chairman / Miles Williams, Treasurer /
 Denise Nannemann, Secretary / Mike Fuller, Director